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S E C R E T

*V-see comments
a "light" report.*

*DDIC
PE
Grip/Staff.*

23 November 1988

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MEMORANDUM FOR: Deputy Director for Administration

FROM: John M. Ray
Director of Logistics

SUBJECT: Report of Significant Logistics Activities for
the Period Ending 22 November 1988

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1. Events of Major Interest That Have Occurred During the
Preceding Week:

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c. On 22 November, OL awarded a \$299,900 contract to Hitt Contracting, Incorporated, to renovate the 7G00 area in the Original Headquarters Building in support of the Headquarters Backfill Program. This area will be occupied by the Collection Requirements and Evaluation Staff, DI.

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* e. OL reports that on 14 November, the contractor began pouring concrete for the Child Day Care Center (CDCC). The casting of the dedication plaque for the CDCC is complete and the piece will be shipped from the International Bronze Foundry in New York on 23 November. The date of the dedication ceremony remains undetermined. [REDACTED]

f. The OL Parking Office has begun the process of reallocating parking permits in the North and South Lots on the Headquarters Compound. Permits have been printed and an Employee Bulletin notifying employees of the reallocation will be distributed shortly. The effective date of the new permits is 19 December. [REDACTED]

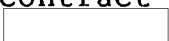
g. On 18 and 19 November, 55 people from the Office of Information Technology (OIT) were moved from the Original Headquarters Building to the 2nd floor, South Tower, New Headquarters Building. The move went extremely well and OIT is pleased with their new space. [REDACTED]

i. OL reports that the renovation activities at the E-Street Complex continue, with 98 percent of the East Building painting completed; painting has commenced on the 3rd floor of the South Building; and demolition and construction within Central Building is expected to be terminated on 9 December in order to begin interior painting. Targeted completion dates for all structures remains as 15 December for South and East Buildings, and 30 December for Central Building. The asbestos removal contractors are scheduled to commence asbestos abatement/removal within South and Central Buildings on 28 November, and will take 8 to 10 days to complete the project. [REDACTED]

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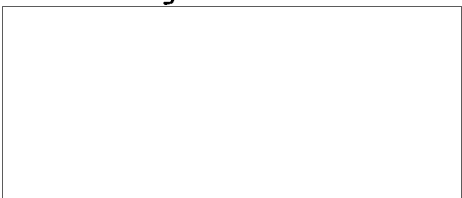
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m. On 17 November, the Facilities Management Group, OL, negotiated a \$18,584,797 extension to the Ogdegn Allied operations and maintenance contract for the Headquarters Compound through September 1989. 

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2. Significant Events Anticipated During the Coming Week:

OL reports that on 2 December, the Chairman of the Board and Chief Executive Officer of Cullinet Corporation will brief the Agency Information Systems Board and other senior officials on Cullinet's database management products, applications development tools, and software packages. After the briefing a luncheon is scheduled in the Executive Dining Room. 

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*→
Belong to OIT,
not OL.*

JM John M. Ray